

Alternate Assessment Timelines, Level 1

**AUGUST
TO
DECEMBER**

**JANUARY
TO
FEBRUARY**

MARCH

APRIL

- Teachers begin assessment process using hard copies
- Update **Form 2 or 3***
- Complete **Form 4**, Parent Interview
- Provide instruction on **AIMS-A Forms 5 A-D**

- Teachers input data into web system beginning first Wednesday in January
- If data errors, check for incorrect SAIS number
- If unresolved data error, contact PEA administrators immediately

- Teachers complete **AIMS-A Forms 5 A-D Score Sheets**
- Update **Forms 2 or 3* and 4*****, if needed
- Revise the data in web system
- System closes **March 31** for teachers

April 1 - 30

- **Last opportunity to submit data**
- Check that all data has been submitted for all eligible students
- **Last opportunity to print Student Reports**
- No later than the first Friday in June

PEA administrators monitor teacher hard copy assessment and data system input

Private and other public schools** submit **Forms 2 or 3*** and **4** by **January 31** to district of residence - Submit **Forms 5 A-D** by **March 4**

DOR
Inputs data from **Forms 2 or 3*, 4***, 5 A-D** from private and other public schools

*Exception: AIMS-A Level 1 Grade 10 - Complete Form 3, not Form 2

**Includes any schools serving students on behalf of the district of residence (DOR)

***Public education agencies (PEA) must interview parents unless parents choose not to participate

09/01/05

Alternate Assessment Timelines, Level II

**AUGUST
TO
DECEMBER**

- Teachers begin assessment process using hard copies
- Begin **ASAT Form 2**
- Provide instruction on **AIMS-A Forms 3 A-D**

**JANUARY
TO
FEBRUARY**

- Teachers input data into web system beginning first Wednesday in January
- If data errors, check for incorrect SAIS number
- If unresolved data error, contact PEA administrators immediately

MARCH

- Teachers complete **AIMS-A Forms 3 A-D Score Sheets**
- Update **ASAT Form 2**, if needed
- Revise the data in web system
- System closes **March 31** for teachers

APRIL

April 1 - 30

• **Last opportunity to submit data**

• Check that all data has been submitted for all eligible students

• **Last opportunity to print Student Reports**

• No later than the first Friday in June

09/01/05

PEA administrators monitor teacher hard copy assessment and data system input

Private and other public schools* submit **ASAT Form 2** by **January 31** to district of residence
- Submit **AIMS-A Forms 3 A-D** by **March 4**

DOR

Inputs data from **ASAT Form 2** and **AIMS-A Forms 3 A-D** from private and other public schools

*Includes any schools serving students on behalf of the district of residence (DOR)